

SC BOARD OF LANDSCAPE ARCHITECTURAL EXAMINERS

SC Department of Labor, Licensing and Regulation

FALL 2016

Board Meeting Dates

All meetings are held at the SC Department of Labor, Licensing and Regulation, Synergy Business Park, Kingstree Building, 110 Centerview Drive, Room 204, Columbia, SC, and begin at 10 a.m.

February 1, 2017

May 3, 2017

July 19, 2017

October 18, 2017

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Licensing and Regulation

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llr.sc.gov/POL/
landscapearchitect

Office Hours & State Holidays

The Board office is open 8:30 a.m. – 5 p.m., Monday – Friday; except on the following State Holidays:

- November 24-25, 2016, for Thanksgiving Day
- December 23-27, 2016, for Christmas Day
- January 2, 2017, for New Year's Day
- January 16, 2017, for Martin Luther King, Jr., Day
- February 20, 2017, for President's Day
- May 10, 2017, for Confederate Memorial Day
- May 29, 2017, for Memorial Day
- July 4, 2017, for Independence Day
- September 4, 2017, for Labor Day

Board Members

J. Parks McLeod, PLA
Chairman

John A. Tarkany, PLA
Vice Chairman

Laura G. Dukes, PLA

Barret D. Anderson, PLA

Edward A. Kinney, PLA

Jean F. Catalano,
Public Member

T. Scott Bolser,
Public Member

Board Staff

Molly Price,
Administrator

Sherri Moorer,
Program Assistant

Hardwick Stuart,
Advice Counsel



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2017-2019 License Renewals

Please note that UserIDs and Passwords for the online renewal system can no longer be mailed out or given over the telephone. Instructions on retrieving your UserID and Password are included on the renewal notice. The instructions are also posted on the Board website.

License renewal notices were sent to actively licensed individuals and firms on November 1, 2016. These notices contain important information on accessing the online renewal system or submitting the renewal with a complete paper renewal form and a check. Please ensure the Board has a current mailing address and email address on file so you will receive these notices in a timely manner. Contact the Board if you have not received your renewal notice.

Individuals renewing their licenses must certify that they will have the 20 hours of continuing education by January 31, 2017. Hours reported for this renewal must be obtained February 1, 2015 – January 31, 2017. The Board will allow a maximum of 10 hours to be carried over for the period of February 1, 2013 – January 31, 2015, that were not used for the 2015 license renewal. **Please do not send continuing education documentation with the license renewal.** Additional information on the continuing education requirement is available at www.llr.sc.gov/POL/landscapearchitect/index.asp?file=ce.htm.

Licensure Statistics as of Nov. 15, 2016

Individual Landscape Architects: 646

Certificates of Authorization: 175

LARE Pre-Approved Candidates: 32

Important notes on license renewals:

- ◆ Renewal of licenses and Certificates of Authorization will keep the license(s) valid through January 31, 2019.
- ◆ The Board cannot accept credit card payments over the telephone. Licenses and Certificates of Authorization must be paid through the online renewal system if you plan to pay by credit card. You can mail in a completed paper renewal form to pay by check or money order. Checks received without a completed renewal form will be returned unprocessed.
- ◆ The Board cannot waive late penalty fees for any reason, so be sure to complete the license renewal by January 31, 2017. Renewals received February 1, 2017 – March 31, 2017, will be charged a \$20 late penalty fee.
- ◆ Individuals applying for a hardship exemption from the continuing education requirement must have their written requests and pertinent documentation submitted to the Board office no later than January 1, 2017.
- ◆ The license renewal system will close at midnight on March 31, 2016. Licenses and Certificates of Authorization that are not renewed by March 31, 2016, will lapse due to failure to renew.
- ◆ Individuals randomly selected for the 2017 continuing education audit will be contacted by U.S. Mail with a reporting form, instructions, and the deadline to submit documentation.

Emeritus Status

Individuals who are completely retired from practice, are 65 years old or older, and who have been licensed for 15 or more consecutive years, qualify for an Emeritus Status license. This is a “title only” license that allows individuals to maintain the title of an “Emeritus Landscape Architect” without having to pay the biennial license renewal fees, or meeting the continuing education requirement. Applications for Emeritus Status are available on the Board website at www.llr.sc.gov/POL/landscapearchitect/PDF/Applications/Emeritus%20Application.pdf

Individuals in Emeritus Status can return their licenses to active status at any time by completing the Reinstatement Application and submitting it to the Board office (the two-year limit on reinstatement does not apply to individuals returning to practice from emeritus status).

Reinstatement of Lapsed Licenses

Law changes that took effect on July 1, 2010, only allow a lapsed license to be reinstated for a period of two years after the license lapses. This means you’ll have to reapply for licensure if your license lapsed before January 31, 2015.

If you qualify for reinstatement, you will need to submit the reinstatement application, the \$250 reinstatement fee, and documentation of 20 hours of continuing education activities earned since February 1, 2015, to the Board office. The reinstatement application is available on the Board website at www.llr.sc.gov/POL/LandscapeArchitect/PDF/Applications/Reinstatement%20Application.pdf.

Please contact the Board if it has been more than two years since your license lapsed. A staff member will review your file to determine the necessary paperwork for you to reapply for licensure with the Board.

Certificates of Authorization cannot be reinstated. Firms with a lapsed Certificate of Authorization must bring their filings with the SC Secretary of State’s office into good standing, and reapply with the Board before resuming practice in the State. Firms can check their filings with the SC Secretary of State at www.scsos.com/BusinessFilings. The application for a Certificate of Authorization is available at www.llr.sc.gov/POL/LandscapeArchitect/PDF/Applications/COA%20Application.pdf.

Online Applications Now Available

You can now submit applications online! Online applications are fast, easy, and secure. Please visit <https://eservice.llr.sc.gov/NewAppsV2/Login/LoginPage?ReturnUrl=%2fNewAppsV2%2f> to start the application process for licensure or for pre-approval to sit for the LARE.

Board Updates Forms

The Board has worked hard to make the licensure process easier for you. The forms on the Board’s website have been updated, and are now in a more user friendly format that allows you to type directly into the required fields. The old applications and forms are no longer being accepted, so be sure to check the website for the most current applications and forms at <https://eservice.llr.sc.gov/NewAppsV2/Login/LoginPage?ReturnUrl=%2fNewAppsV2%2f>.

Landscape Architect Registration Exam (LARE)

The LARE is offered in April, August, and December of each year. All examinations will be administered by the Council of Landscape Architectural Registration Boards (CLARB) through Pearson VUE testing centers. Please visit www.clarb.org for exam dates and information.

South Carolina exam candidates must pre-register with the Board before they take any sections of the LARE. In order to pre-register, new exam candidates must take the following steps:

- ◆ All candidates are required to start a CLARB Council Record to take the exam. To begin the registration process, visit www.clarb.org. Candidates should begin the process of establishing their records well in advance of their desired testing dates to ensure meeting registration deadlines with CLARB.
- ◆ Once the Council record is complete, have it transmitted to the SC Board of Landscape Architectural Examiners.
- ◆ Complete the SC Board of Landscape Architectural Examiners application and two additional references that are not on the CLARB Council Record (the Board requires a total of five references). These materials can be submitted through the online application system at <https://eservice.llr.sc.gov/NewAppsV2/Login/LoginPage?ReturnUrl=%2fNewAppsV2%2f> or by sending in the paper application and reference forms. Paper applications and forms are available at <http://www.llr.sc.gov/POL/landscapearchitect/index.asp?file=pub.htm>

The application will be reviewed for addition to the SC Pre-Approved Candidate list for the examination upon receipt of all application materials. Your name must be added to this list before you can take any section of the examination. Please note that you may be required to appear before the Board for an application hearing if you need to get qualifying education or experience approved.





Meet LLR's Interim Director

Emily H. Farr was appointed as the interim director of the South Carolina Department of Labor, Licensing and Regulation by Governor Nikki R. Haley on August 8, 2016. Farr is awaiting Senate confirmation.

Farr came to LLR from Haynsworth Sinkler Boyd, P.A., where she focused on employment advice and counsel, consumer financial services litigation, and title insurance defense.

While at the law firm, Farr provided advice and counsel to human resource professionals and employers to identify practical solutions to workplace issues, including drafting company policies and procedures, assisting with the preparation and implementation of employee handbooks, and preparing restrictive covenants severance agreements and independent contractor agreements.

Farr's practice also included title insurance litigation, handling a variety of real estate litigation matters such as quiet title actions, deed and mortgage reformation actions, and lien priority issues. She also handled financial litigation, which involved an array of business and banking matters under federal law, such as the Fair Credit Reporting Act and the Truth in Lending Act, and state law, such as the South Carolina Consumer Protection Code and statutes addressing predatory lending.

Farr graduated from the University of North Carolina at Chapel Hill. She received her law degree from the University of South Carolina School of Law where she was a Petigru Scholarship recipient and served on The South Carolina Law Review as the Student Works Editor. She was also a member of the Order of Wig and Robe and the Order of the Coif.

Currently, Farr serves on the Board of Directors Executive Committee for the Junior Achievement of Greater South Carolina, where she is Program Chair. She also is a member of the South Carolina Bar, the Richland County Bar Association, the Employment & Labor Section of the State Bar, and the Society of Human Resource Management. She is a 2015 graduate of Leadership Columbia.

Meet New Board Member Edward A. Kinney

Edward Kinney is a licensed landscape architect and certified arborist with a master's degree in the field of landscape architecture. He has worked extensively throughout the United States and Canada, with built projects in the southern coastal states, the American west, and in Atlantic Canada during fifteen years of practice. Kinney's work has encompassed urban planning and design, park design and construction, streetscape design, resort amenity design, and notably the design and construction of outdoor classrooms for the Denver Public School System for which he won an AmeriCorps Service Award.



Kinney sits on the Clemson Department of Landscape Architecture's Professional Advisory Board, and holds the position of Senior Landscape Architect for the City of Greenville, SC.

Thanks to Chris Thompson

The Board thanks Christopher S. Thompson for his service and support. Thompson's term expired on June 30, 2015. We appreciate his work and efforts, and wish him the best of luck in his future endeavors.

Online Services

LLR offers many online services. You can check the status of your application, change your address, and print pocket cards. To access online services, you will need the user identification and password provided on your license renewal reminder card. Online services are available at <https://eservice.llr.sc.gov/SecurePortal/Login.aspx>.

We Want to Hear From You

We hope the information in this newsletter is beneficial to you as a licensed landscape architect, exam candidate, or firm in the State of South Carolina. We welcome you to share this newsletter and the Board's website with anybody that has an interest in landscape architecture in South Carolina. If you have questions for the Board or suggestions for a future newsletter, please submit information to Contact.LSA@llr.sc.gov

Complaints

Licensees perform valuable work for the public as licensed landscape architects in the State of South Carolina. The majority of licensed professionals are competent, skilled practitioners, and you are a witness to their good work. In the course of your work in this state, you may also witness work or processes that don't meet the requirements licensees must uphold, or find work performed by unlicensed individuals.

Licensees play an important role in safeguarding the public, and the Board relies on you to advise us when you encounter unprofessional, unethical, or unlicensed activities. Licensees have an ethical obligation under the SC Code of Regulations, Chapter 76-9(8) which states that "if the landscape architect has knowledge or reason to believe that another person or firm may be in violation of any of these provisions, he/she shall present such information to the Department in writing, and shall cooperate with the Department in furnishing such further information or assistance as may be required." Furthermore, the SC Code of Laws, Chapter 40-28-190 ensures that "an investigation and proceeding conducted under this chapter is confidential and all communications are privileged." The Board encourages you to file a complaint if you witness a possible violation. The Board can accept anonymous complaints and pursue them if the related information or documentation is publicly available, if you do not wish to be the formal complainant.

The public relies on you to file a complaint if you suspect violations of Board statutes or regulations. It is not taken lightly, and will be investigated in a timely manner. Complaints must be filed through the online complaint form. Instructions on filing complaints are available at www.llr.sc.gov/POL/landscapearchitect/index.asp?file=complaint.htm.

Are You Interested in Serving on the Board?

Members of the Board must be citizens of the United States, licensed in the State of South Carolina for a period of at least five years, in positions of responsible charge for a period of at least three years, and reside in the State of South Carolina. Interested individuals should complete a resume that includes the following information:

- ◆ Education and collegiate achievements.
- ◆ Professional experience.
- ◆ Professional and technical society activities.
- ◆ Civic and humanitarian activities.
- ◆ Continuing competence.
- ◆ General personal data.
- ◆ References or letters of recommendation, if available.

Submittal information:

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